



Public Participation Plan

May 11, 2017

Prepared by:



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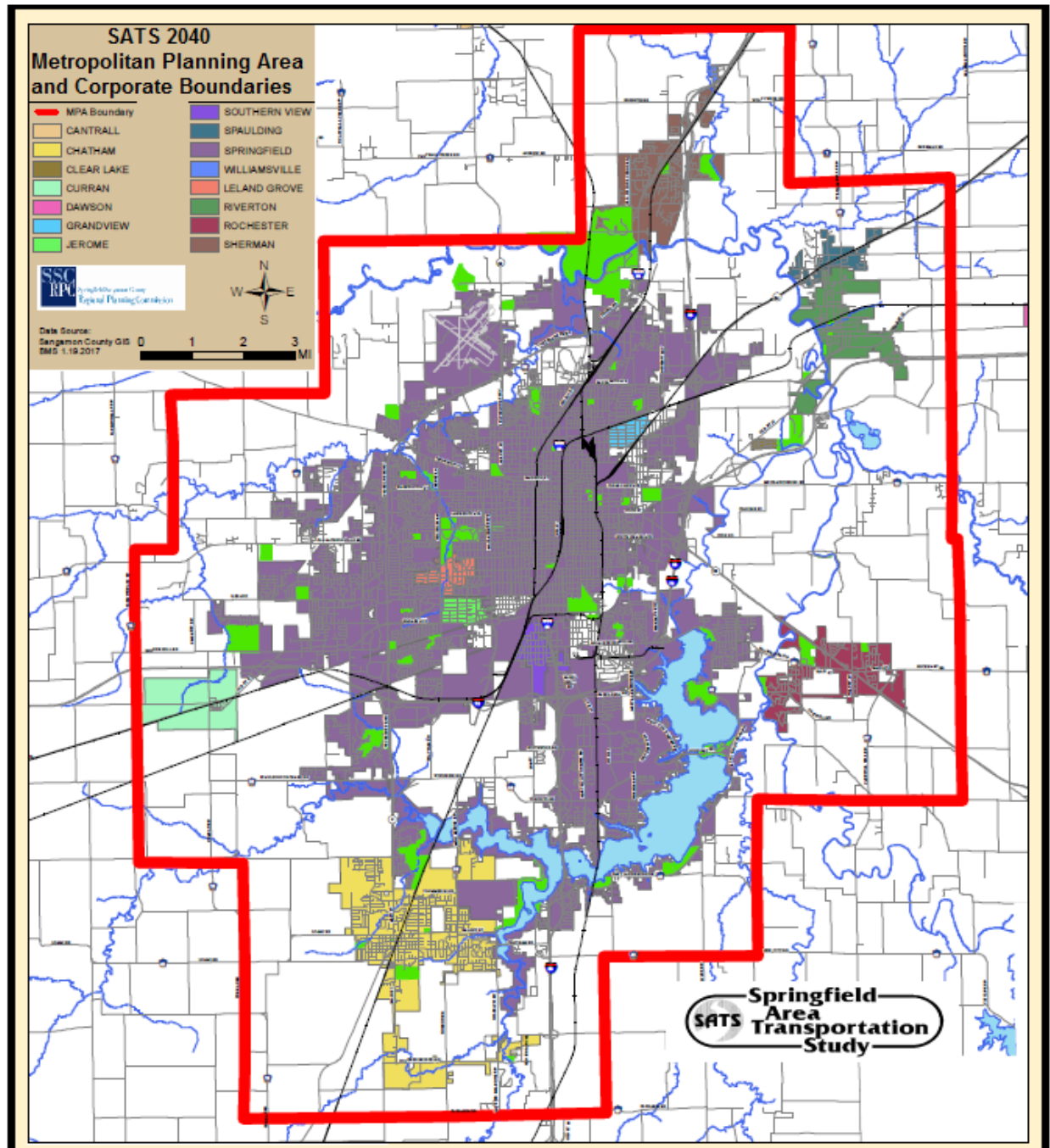
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1. Springfield Area Transportation Study (SATS)

The Springfield Area Transportation Study (SATS) is the transportation planning body for the greater Springfield metropolitan planning area (MPA). SATS was initiated in 1964 under the 1962 Federal-Aid Highway Act as the designated metropolitan planning organization (MPO) for the area. Although originally covering the immediate Springfield area only, the planning area was expanded in 2003 to include the enlarged urbanized area defined by the 2000 Census and now extends north to Sherman, south to Chatham, west to Curran, and east to Riverton/Rochester.

The Springfield Area Transportation Study (SATS) strives to make the Metropolitan Planning Area (MPA) *“a place where all modes of travel, including motor vehicle, bicycle, pedestrian, mass transit, freight transport, air, rail, and inter-city bus are efficient; effective; safe; accessible and interconnected, both as individual networks and as an entire transportation system.”*



SATS is composed of a Policy Committee and a Technical Committee. The Springfield-Sangamon County Regional Planning Commission serves as staff to SATS under the direction of the policy committee.

The Policy Committee includes the chief elected, appointed or administrative official (or appointed alternate) from each participating governmental body or agency. The Policy Committee directs, oversees and coordinates the transportation planning process to ensure that transportation planning and programming decisions reflect the needs and desires of its members and the general public.

The Technical Committee is composed of technical staff from the jurisdictions represented by the Policy Committee. The Technical Committee provides technical advice and recommendations to the Policy Committee on all matters pertaining to the planning functions of SATS and on other related matters referred to them by the SATS Policy Committee.

Technical advisors from transportation related agencies also serve as non-voting members on both committees as established in the SATS bylaws.

A list of membership for the SATS Policy and Technical Committees and advising members are listed below.

SATS Voting Members		
Jurisdiction	SATS Policy Committee	SATS Technical Committee
City of Springfield	Mayor Alternate: Executive Assistant to the Mayor	City Engineer
Sangamon Mass Transit District	Board Chairman Alternate: Managing Director	Grants/Procurement Manager Alternate: Grants and Procurement Specialist
SSCRPC	Board Chairman Alternate: Executive Director	Executive Director
Sangamon County	County Board Chairman Alternate: County Administrator	County Engineer
Village of Chatham	Village President Alternate: Village Trustee	Planning Coordinator
IDOT Region 4/District 6	Regional Engineer Alternate: Program Development Engineer	Program Development Engineer Alternate: Programming Engineer

SATS Technical Advisors		
Agency	SATS Policy Committee	SATS Technical Committee
Federal Highway Administration, Illinois Division	Division Administrator Alternate: Planning, Environment & Right-of-Way Team Leader	Planning, Environment & Right-of-Way Team Leader
IDOT Office of Planning & Programming	Director Alternate: Metropolitan Planning Manager	Metropolitan Planning Manager
Federal Transit Administration, Region 5	Regional Administrator	Regional Administrator Appointee
Illinois Commerce Commission		Rail Safety Program Administrator
IDOT District 6 Local Roads		Project Implementation Engineer
Springfield Airport Authority		Executive Director Abraham Lincoln Capital Airport
IDOT Division of Public & Intermodal Transportation		High Speed Rail Manager

2. Primary Activities of SATS

SATS provides a fair and impartial setting for informed transportation planning decision making by adhering to requirements set forth in The Code of Federal Regulations Title 23 Highways Part 450 Planning Assistance and Standards Chapter 316 Interested parties, participation and consultation (a):

“The MPO shall develop and use a documented participation plan that defines a process for providing individuals, affected public agencies, representatives of public transportation employees, public ports, freight shippers, providers of freight transportation services, private providers of transportation (including intercity bus operators, employer-based commuting programs, such as carpool program, vanpool program, transit benefit program, parking cash-out program, shuttle program, or telework program), representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, and other interested parties with reasonable opportunities to be involved in the metropolitan transportation planning process.”

In providing an active opportunity for all segments of the MPA in the development of common regional transportation goals and plans, SATS will continue to review and update its policies to comply with new federal and state regulations, utilize changing technology and trends and maintain effective public participation strategies. A primary goal of SATS is to increase public awareness of transportation services and programs. As a result, SATS develops and maintains several key documents outlining transportation projects and planning efforts occurring within the MPA.

2.1 Long Range Transportation Plan (LRTP)

The LRTP is a fiscally constrained document resulting from regional collaboration and consensus on the transportation system in the MPA and serves as the defining vision for the region's transportation networks and services. The plan indicates all of the transportation improvements scheduled over a 25 year period and looks at the road system, local transit services, pedestrian and bicycle facilities, railroad services, air travel, and inter-city bus service. The LRTP was most recently updated in March 2015 and included active public engagement.

2.2 Transportation Improvement Plan (TIP)

The TIP is a four-year plan for transportation projects in the MPA. Any federally funded projects must be included in the TIP for any jurisdiction within the MPA. Projects not involving federal money may also be included as submitted by the State, Sangamon County, cities, villages, agencies, and the Sangamon Mass Transit District. Types of projects that appear in the TIP are road and bridge improvements/construction, mass transit operating and capital programs, and bicycle and pedestrian way projects. Projects are listed by program year. Illustrative projects are also listed. These do not have a dedicated source of funding but are desired and would be the first to be considered if funding became available. Projects in the TIP must also be in the Long Range Transportation Plan. The TIP is generally finalized in the summer. Any amendments to the TIP throughout the year are made to the original document which is posted on the SATS webpage.

2.3 Unified Planning Work Program (UPWP)

The UPWP outlines all transportation planning related activities that will be performed by the SSCRPC staff and SATS over a program year. It is intended to indicate planning activities to be undertaken, how the work will be coordinated and managed, what the final products and benefits will be, and how the supporting funding will be provided. Three types of tasks are addressed: primary tasks are primary duties to be undertaken during the program year, secondary tasks are additional activities that may be taken up once core tasks are addressed and should resources allow, and tertiary tasks are efforts not anticipated to be addressed in the program year but which should be considered in future work program development. The UPWP is targeted for completion each April.

2.4 Public Participation Plan (PPP)

The Public Participation Plan is reviewed and updated every two years. The first PPP was adopted in June 2007. The PPP is provided to the Federal Highway Administration and the Federal Transit Administration and is posted on the SATS website. The next update is scheduled for May 2019.

Unlike most other SATS documents, the Public Participation Plan does not contain information that requires updates. It is a plan for engaging the public and outlines strategies, minimum public comment periods and notification requirements.

NOTE: The SATS public participation process satisfies the public participation requirement for SMTD planning and for SMTD Program of Projects.

2.5 Annual Listing of Federally Obligated Projects

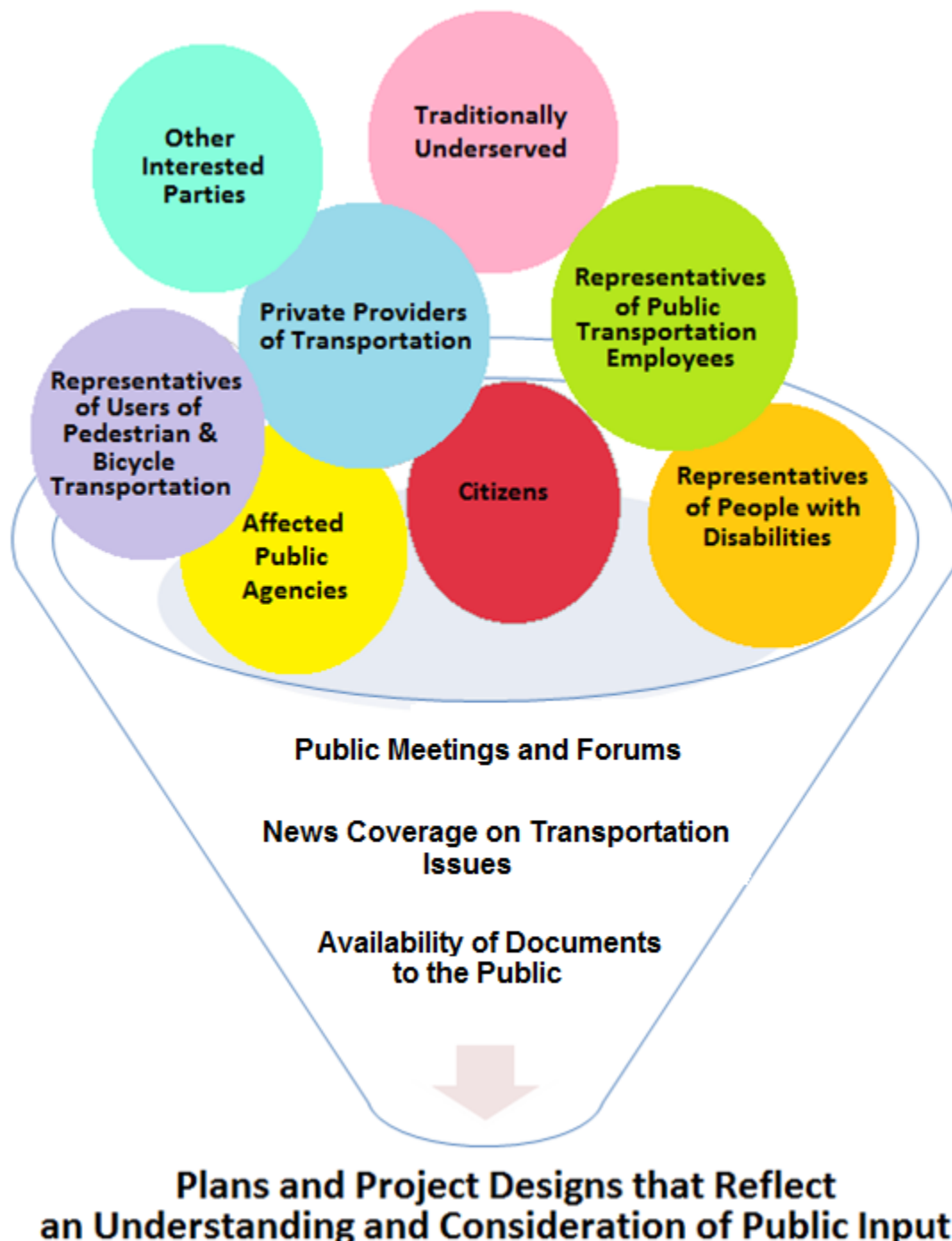
This document includes all of the projects in the Transportation Improvement Program that were funded with Federal Highway Administration and Federal Transit Administration money during the previous planning year. The FHWA sends data regarding these projects to the SSCRPC in August. Staff then confirms the data and creates a report for public information in September.

2.6 Title VI Program

Title VI of the Civil Rights Act of 1964 protects persons from discrimination based on their race, color, or national origin in programs and activities that receive Federal financial assistance. SATS is required to provide documentation to the Illinois Department of Transportation every three years which records compliance with Title VI. The requirements of the Title VI Program include a public participation plan that includes an outreach plan to engage minority and limited English proficient populations, as well as a summary of outreach efforts made since the last Title VI Program submission.

3. Public Participation

In all transportation planning processes, input from residents and other interested parties is crucial. It provides information and perspectives directly from users of the transportation system whose everyday lives are affected by how they will get to work, schools, stores, services and home. It is the responsibility of planners to meet the mobility needs of those within the Metropolitan Planning Area (MPA) by recognizing the social, physical and economic differences that exist. The information gained from this process allows decision-makers to provide a more comprehensive and meaningful transportation system.



3.1 Federal and State Regulations

Federal regulations require each MPO to adopt a Public Participation Plan (PPP) that establishes formal policies and strategies for ensuring the public is provided with, and properly notified of, opportunities to participate in the development of its plans, programs, and other activities. SATS must fulfill these requirements in order to maintain eligibility for federal highway and transit funds. Basic public participation was mandated in the Inter-modal Surface Transportation Efficiency Act (ISTEA) of 1991 and reinforced by the Transportation Equity Act for the 21st Century (TEA-21) of 1998, the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) of 2005, Moving Ahead for Progress in the 21st Century (MAP-21) of 2012 and “Fixing America's Surface Transportation Act” (“FAST Act”) which was signed into law on December 4, 2015.

SAFETEA-LU requires each MPO to develop a public participation plan that provides reasonable opportunities for all interested parties to comment. To carry out the plan, public meetings are to be: conducted at convenient and accessible locations at convenient times; employ visualization techniques to describe plans; and make public information available in an electronically accessible format, such as on the Web. The plan is to be published and made available electronically. Representatives of public transportation employees, freight shippers, providers of freight transportation services, private providers of transportation, users of public transportation, users of pedestrian walkways, bicycle transportation facilities, the disabled are specifically added as parties to be provided with the opportunity to participate in the planning process.

FAST Act is the first federal law in over ten years to provide long-term funding certainty for surface transportation. The law authorizes \$305 billion over fiscal years 2016 through 2020 for the Department's highway, highway and motor vehicle safety, public transportation, motor carrier safety, hazardous materials safety, rail, and research, technology and statistics programs. As with previous transportation legislation (MAP-21, ISTEA, TEA 21 and SAFETEA LU), FAST Act provides states and MPO's with specific direction in conducting and promoting broad-based public involvement activities.

On a state level, the Open Meetings Act strives to promote an accessible, honest and accountable government by ensuring the actions of public entities be conducted openly in order to keep its people informed. This is accomplished by providing advance notification of meeting dates, holding meetings that are open to the public and provide a period of public comment. Agendas and minutes must also be posted electronically and be made available for review in the agency's offices.

Further information on federal and state regulations is contained in Appendix A.

3.2 Open and Accessible Public Meetings

Public meetings are an important component of the planning process and offer opportunities for direct public participation and oversight. SATS Policy and Technical Committee meetings are held at the SSCRPC office located in the Sangamon County Building and are open to the public. There is a specific time at each meeting designated for public comments.

A schedule of meeting times is posted on the SATS website and in the first floor hallway of the Sangamon County building and distributed to the SATS Contact List prior to the beginning of each calendar year.

At least 48 hours, but usually one week, prior to each meeting an agenda, draft copy of the previous meeting's minutes, and relevant documents are sent to all parties on the SATS Contact List, which includes local media. An agenda is also posted outside the Planning Commission office and in the first floor hallway of the Sangamon County Building. Other special meetings will always be held at a time and place deemed accessible and convenient.

Agendas and meeting minutes will be available online for at least one year. An archive of planning documents will be established online. Additionally, a library of hard copies will be maintained with copies available to the public upon request.

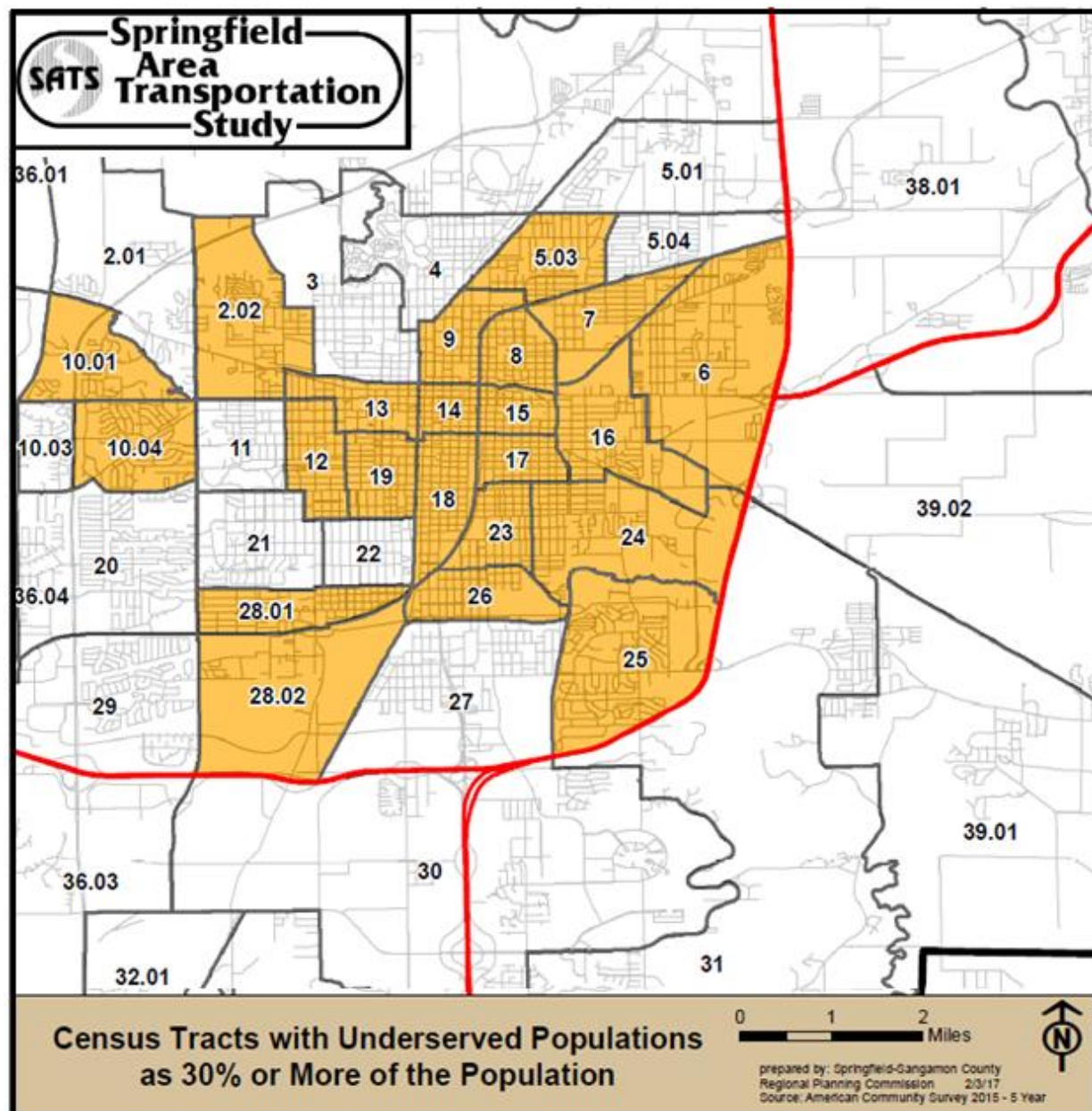
In order to be open and accessible to all residents and stakeholders within the MPA, it is important to include provisions in the transportation planning process to:

Coordinate with Other Jurisdictions, Agencies, Planning Activities, Federal Land Management Agencies, and Tribal Governments - SATS will continue efforts to coordinate with other governmental bodies and agencies having an interest in the transportation network and with relevant planning activities undertaken by these parties. Specific activities will include (but not be limited to) working with other MPA jurisdictions during the Long Range Transportation Plan update process, communication through the SATS Contact List, involvement with the development of community comprehensive plans, coordination with the Sangamon County Regional Comprehensive Plan Team, coordination with Sangamon/Menard Area Regional Transit to serve the rural areas of Sangamon and Menard counties, coordination with statewide planning efforts undertaken by the Illinois Department of Transportation, and coordination with the Abraham Lincoln Home National Historic Site. (At this time no Native American Tribes have been identified in the SATS planning area.)

Consider the Needs of the Traditionally Underserved - Federal regulations define the traditionally underserved as low-income and minority households. Because they may face challenges accessing employment and other services and their needs may have been overlooked in the past, it is important to seek out and consider the needs of the traditionally underserved. The map on the following page highlights census tracts with traditionally underserved people comprising 35% or more of total population. In total, these represent 45% of the minority population and 42% of people living in poverty within the MPA according to the 2010 Census.

To involve the traditionally underserved in the transportation planning process SATS has contacted organizations representing or providing services to the traditionally underserved and worked with them to engage this population during the Long Range Transportation Plan development process.

Additionally, SATS will work to locate places such as libraries, churches, schools, and community service organizations in the identified census tracts to have transportation planning documents available for review. The Springfield Urban League is helping with this effort.



Include People with Limited English Proficiency – According to the U.S. Census Bureau 2008-2012 American Community Survey there are 122 people living in the Metropolitan Planning Area who speak English “not at all”. This represents 0.08% of the total population. Of these 122 people the language spoken at home is 43% Spanish, 36% Other Indo-European Languages, 11% Asian and Pacific Island Languages, and 10% Other Languages. With the small number of people having limited English proficiency and the wide array of languages spoken, when an interpreter is needed SATS will utilize online services such as Google Translate (<http://translate.google.com/>) or a telephone interpreter service such as Language Line <http://www.language.com/>.

3.3 Public Review Period

Public review periods and procedures have been established to allow for input from interested parties regarding the LRTP, TIP and PPP. Public comments are accepted by SATS and reviewed during these periods. Prior to adoption, SATS will address and respond to comments received.

Planning Document	Public Review Period	Notification Process
Draft Long Range Transportation Plan (LRTP)	30 days	Website, agenda, contact list, news release
Significant Change* to Draft LRTP	30 days	
Amendments to LRTP	14 days	Website, agenda, contact list
Draft Transportation Improvement Program (TIP)	30 days	Website, agenda, contact list, news release, 3 day legal notice in the State-Journal Register
Significant Change* to Draft TIP	30 days	
Amendments to TIP	14 days	Website, agenda, contact list
Draft Public Participation Plan	45 days	Website, agenda, contact list, news release, newspaper ad

* The determination of whether a “significant change” has occurred will be made by the SATS Policy Committee in consultation with the Federal Highway Administration (FHWA) technical advisor and the Illinois Department of Transportation’s (IDOT) Central Bureau technical advisor; and is typically defined as a change that is “significantly different from the one made available for public comment and raises new material issues which interested parties could not reasonably have foreseen from the public involvement effort.”

3.4 SATS Public Participation Elements

A successful Public Participation Program is a strategic effort that requires utilizing a variety of techniques to meet the needs of a specific transportation plan, program or project. SATS currently employs the following elements:

Citizen Advisory Committee – A committee of citizens/agencies is created to provide input to plan development. Every effort is made to involve people traditionally underserved or not previously engaged in transportation planning. The committee learns about the transportation planning process, participates in planning exercises, and makes recommendations to SATS on the 2040 LRTP.

Community Advisory Committee – A committee of communities and other jurisdictions within the MPA is also created to provide input on plan development. The committee learns about the transportation planning process, participates in planning exercises, and makes recommendations to SATS on the 2040 LRTP. In the future SATS looks forward to working through the Regional Leadership Council to engage MPA communities in development of the LRTP.

Contact List – Planning Commission staff maintain a list of interested parties who are sent notifications of SATS meetings, activities, documents, public engagement opportunities, meeting schedules, and SATS member agencies’ outreach events. Further information on the contact list may be found in the appendix.

Document Availability – All final plans, meeting agendas, meeting minutes, reports, and other planning documents are available on the SATS website and at the Planning Commission office.

Draft Documents – At this time draft plans are made available for public review on the SATS website, at the Planning Commission office, the Sangamon Mass Transit District office, Lincoln Library, Chatham Public Library, and the Springfield Urban League. Efforts will be made to expand the availability for public review.

Interactive Activities – SATS endeavors to foster two-way communication through activities such as workshops, forums, and technology-based opportunities. Additionally, visualization techniques will be employed to convey plan concepts and solicit input. A special effort will be made to involve people traditionally underserved or not previously engaged in transportation planning by working with organizations representing or serving these populations.

News Releases – Print, television and radio news releases are distributed to media in the SATS MPA.

Notifications – News releases with information regarding public activities for transportation planning are sent to local media and to interested parties through the SATS email contact list maintained by the SSCRPC.

Project Visualization- An effort to identify projects on Google maps available within the document and on the SATS website will be made. Using satellite imagery, an aerial view of the project identifies its location. This is particularly helpful in visualizing new construction. Related project information is also included.

Public Information Session - A public information session will be an item on the Technical Committee meeting agenda in order for the public to provide input.

SATS Website – All activities related to development of the Long Range Transportation Plan, related documents, and meeting minutes are posted on the SATS webpage accessed through the Planning Commission website www.sscrpc.com. The final document is available on the website.

Social Media – SATS will utilize the SSCRPC Facebook page to keep interested parties informed of meetings, events, public participation opportunities, document preparation processes, public review periods, and other transportation activities in a timely manner. Additionally, this forum will be used interactively as a public participation tool.

Surveys – A survey of citizens is conducted at the outset of plan development. The survey is accessible through the SATS website and in paper format at various locations. Special efforts to reach out to people traditionally underserved or not previously engaged in transportation planning are made.

Other Special Activities – Other public engagement activities will be held as needed.

The table below lists methods utilized by SATS to encourage public participation and measures to determine the effectiveness of the current plan.

Tool	Performance Measure	L RTP	TIP	PPP
Citizen Advisory Committee	Number of participants Variety of participant demographics	●		
Community Advisory Committee	Number of participants Variety of participant demographics	●		
Contact List	Number of contacts added/deleted Number of groups/agencies	●	●	●
Document Availability	Number of public comments received Estimated percentage of population reached	●	●	●
Draft Documents	Number of public comments received Estimated percentage of population reached	●	●	●
Interactive Activities	Number of participants Variety of participant demographics	●		
Meetings	Attendance Variety of participant demographics	●		
News Release	Number of news releases Estimated percentage of population reached	●	●	●
Project Visualization	Number of "hits" Number of comments/downloads	●	●	
Public Information Session	Number of events for public involvement Number of participants Variety of participant demographics	●	●	
SATS Website	Number of "hits" Number of comments/downloads	●	●	●
Social Media	Number of "hits" and "shares" Number of comments	●	●	●
Surveys	Number of completed surveys returned Variety of participant demographics	●		

L RTP- Long Range Transportation Plan

TIP- Transportation Improvement Program

PPP- Public Participation Plan

4. Reviewing the Effectiveness of the Public Participation Plan

Planning efforts cannot be effective unless reviewed periodically to determine the success of the tools employed to reach those it serves. Several factors must be considered including the number of public engagement opportunities; number and demographics of participants; percentage of the population reached through news releases, mail, social media, accessibility to documents and feedback received. In order to properly evaluate the plan, SATS will

- Record data collected from public participation activities conducted during the year.
- Request feedback from participants.
- Review documentation and feedback each year.

SATS also recognizes the public participation process doesn't end once the plan, project or program has been finalized and will provide feedback to the public on how their input has been used. Individuals and/or groups that wish to be kept informed will be notified of opportunities for additional feedback and of decisions made based upon the public involvement process. An explanation of how public involvement made a difference in plans, budgets and performance will also be provided.

Appendix A:

Federal and State Regulations

Code of Federal Regulations (CFR)

The Code of Federal Regulations is the codification of the general and permanent rules published in the Federal Register by the executive departments and agencies of the Federal Government.

Title 23 Highways Part 450 Planning Assistance and Standards Chapter 316 Interested parties, participation, and consultation, establishes the criteria for public participation in the metropolitan planning process as follows:

(a) The MPO shall develop and use a documented participation plan that defines a process for providing individuals, affected public agencies, representatives of public transportation employees, public ports, freight shippers, providers of freight transportation services, private providers of transportation (including intercity bus operators, employer-based commuting programs, such as carpool program, vanpool program, transit benefit program, parking cash-out program, shuttle program, or telework program), representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, and other interested parties with reasonable opportunities to be involved in the metropolitan transportation planning process.

(1) The MPO shall develop the participation plan in consultation with all interested parties and shall, at a minimum, describe explicit procedures, strategies, and desired outcomes for:

(i) Providing adequate public notice of public participation activities and time for public review and comment at key decision points, including a reasonable opportunity to comment on the proposed metropolitan transportation plan and the TIP;

(ii) Providing timely notice and reasonable access to information about transportation issues and processes;

(iii) Employing visualization techniques to describe metropolitan transportation plans and TIPs;

(iv) Making public information (technical information and meeting notices) available in electronically accessible formats and means, such as the World Wide Web;

(v) Holding any public meetings at convenient and accessible locations and times;

(vi) Demonstrating explicit consideration and response to public input received during the development of the metropolitan transportation plan and the TIP;

(vii) Seeking out and considering the needs of those traditionally underserved by existing transportation systems, such as low-income and minority households, who may face challenges accessing employment and other services;

(viii) Providing an additional opportunity for public comment, if the final metropolitan transportation plan or TIP differs significantly from the version that was made available for public comment by the MPO and raises new material issues that interested parties could not reasonably have foreseen from the public involvement efforts;

(ix) Coordinating with the statewide transportation planning public involvement and consultation processes under subpart B of this part; and

(x) Periodically reviewing the effectiveness of the procedures and strategies contained in the participation plan to ensure a full and open participation process.

(2) When significant written and oral comments are received on the draft metropolitan transportation plan and TIP (including the financial plans) as a result of the participation process in this section or the interagency consultation process required under the EPA transportation conformity regulations (40 CFR part 93, subpart A), a summary, analysis, and report on the disposition of comments shall be made as part of the final metropolitan transportation plan and TIP.

(3) A minimum public comment period of 45 calendar days shall be provided before the initial or revised participation plan is adopted by the MPO. Copies of the approved participation plan shall be provided to the FHWA and the FTA for informational purposes and shall be posted on the World Wide Web, to the maximum extent practicable.

(b) In developing metropolitan transportation plans and TIPs, the MPO(s) should consult with agencies and officials responsible for other planning activities within the MPA that are affected by transportation (including State and local planned growth, economic development, tourism, natural disaster risk reduction, environmental protection, airport operations, or freight movements) or coordinate its planning process (to the maximum extent practicable) with such planning activities. In addition, the MPO(s) shall develop the metropolitan transportation plans and TIPs with due consideration of other related planning activities within the metropolitan area, and the process shall provide for the design and delivery of transportation services within the area that are provided by:

(1) Recipients of assistance under title 49 U.S.C. Chapter 53;

(2) Governmental agencies and non-profit organizations (including representatives of the agencies and organizations) that receive Federal assistance from a source other than the U.S. Department of Transportation to provide non-emergency transportation services; and

(3) Recipients of assistance under 23 U.S.C. 201-204.

(c) When the MPA includes Indian Tribal lands, the MPO(s) shall appropriately involve the Indian Tribal government(s) in the development of the metropolitan transportation plan and the TIP.

(d) When the MPA includes Federal public lands, the MPO(s) shall appropriately involve the Federal land management agencies in the development of the metropolitan transportation plan and the TIP.

(e) MPOs shall, to the extent practicable, develop a documented process(es) that outlines roles, responsibilities, and key decision points for consulting with other governments and agencies, as defined in paragraphs (b), (c), and (d) of this section, which may be included in the agreement(s) developed under §450.314.

Civil Rights Act of 1964

Title VI Nondiscrimination in Federally Assisted Programs: Civil Rights Act of 1964 protects persons from discrimination based on their race, color, or national origin in programs and activities that receive Federal financial assistance. The MPO is funded at the federal level, so all transportation planning processes must comply with this law.

Environmental Justice stems from Title VI, focusing on including low income and minority populations in federally funded programs. Environmental Justice has three general principles:

- To avoid, minimize, or mitigate disproportionately high and adverse human health and environmental effects, including social and economic effects, on minority populations and low-income populations
- To ensure the full and fair participation by all potentially affected communities in the transportation decision-making process
- To prevent the denial of, reduction in, or significant delay in the receipt of benefits by minority and low-income populations.

Providing the opportunity for everyone to participate in the transportation planning process, ensures that the needs and desires of the whole community can be considered.

Illinois Open Meetings Act

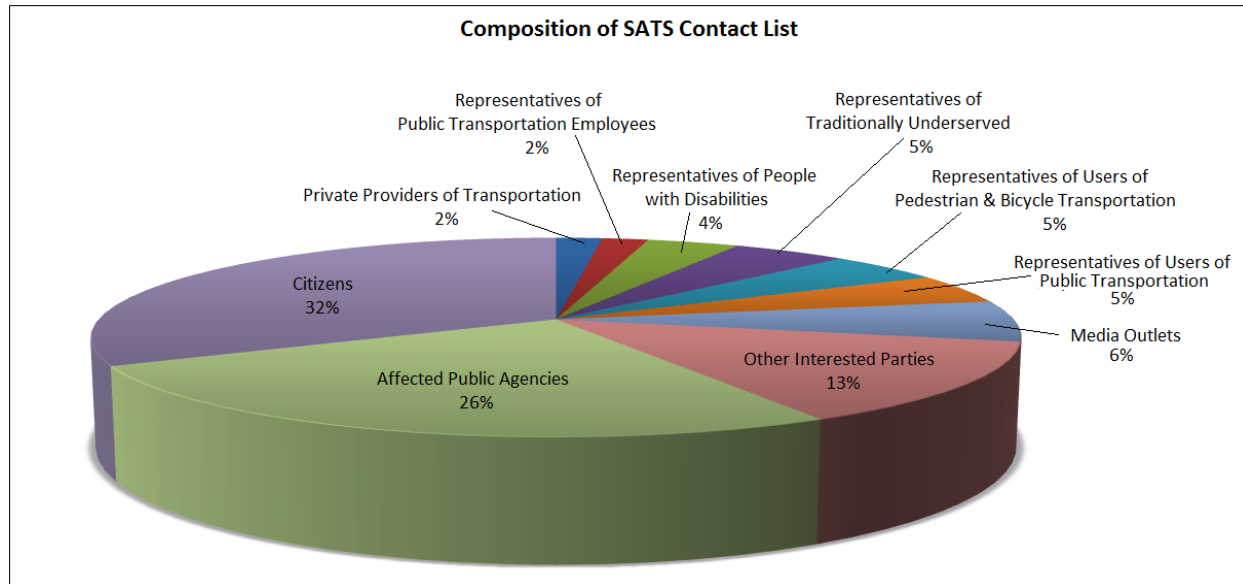
Sec. 1. Policy. It is the public policy of this State that public bodies exist to aid in the conduct of the people's business and that the people have a right to be informed as to the conduct of their business. In order that the people shall be informed, the General Assembly finds and declares that it is the intent of this Act to ensure that the actions of public bodies be taken openly and that their deliberations be conducted openly.

The General Assembly further declares it to be the public policy of this State that its citizens shall be given advance notice of and the right to attend all meetings at which any business of a public body is discussed or acted upon in any way. Exceptions to the public's right to attend exist only in those limited circumstances where the General Assembly has specifically determined that the public interest would be clearly endangered or the personal privacy or guaranteed rights of individuals would be clearly in danger of unwarranted invasion.

To implement this policy, the General Assembly declares:

- (1) it is the intent of this Act to protect the citizen's right to know; and
- (2) the provisions for exceptions to the open meeting requirements shall be strictly construed against closed meetings.

Appendix B: SATS Contact List



Category of Contact	Number of Contacts
Private Providers of Transportation	2
Representatives of Public Transportation Employees	2
Representatives of People with Disabilities	4
Representatives of Traditionally Underserved	5
Representatives of Users of Pedestrian & Bicycle Transportation	5
Representatives of Users of Public Transportation	5
Media Outlets	7
Other Interested Parties	14
Affected Public Agencies	27
Citizens	34
Total	105